

MD iMap Technical Committee Meeting Minutes

Place: Maryland Department of the Environment (MDE): Terra Conference Room (Baltimore, Maryland)
Date: 10/4/11
Time: 1:00 PM – 3:00 PM
Attendees: Rowland Agbede (MDA), Ashley Buzzeo (CGIS), Jim Cannistra (MDP), Kevin Coyne (DNR), Kaushik Dutta (MdTA), Jennifer English (DHMH), Bill Fearington (DHR), Julia Fischer (DBED), Barney Krucoff (GIO), Anthony Puzzo (Esri), Frank Siano (MDE), Marshall Stevenson (KCI), Wesley Taylor (DHMH) and Brad Wolters (DHCD)

AGENDA:

- Introductions 1:00 – 1:10
- Application Subcommittee Updates 1:10 – 1:20
- Data and Resources Subcommittee Updates 1:20 – 1:30
- Outreach Subcommittee Updates 1:30 – 1:40
- Security Subcommittee Updates 1:40 – 1:50
- Additional Business 1:50 – 3:00
 - *MD iMap ArcGIS 10 Migration Update* 2:00 – 2:10
 - *Statewide Imagery Effort* 2:10 – 2:20
 - *Archiving 2007 Parcel Points* 2:20 – 2:30

NEW ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
Data Submission Policy Updates: <ul style="list-style-type: none"> Add “Update frequency, “Last updated” and “WFS-enable: Y/N” in Data Submission Policy 	Submitted: 10/4/2011	Data and Resources Subcommittee
WGS Basemap from OSPREY <ul style="list-style-type: none"> Check to determine status of providing this basemap via MD iMap 	Submitted: 10/4/2011	Data and Resources Subcommittee
SHA Basemap <ul style="list-style-type: none"> Obtain information from SHA, recache and add as map service to MD iMap 	Submitted: 10/4/2011	Ashley Buzzeo

ON-GOING ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
ELA Call List <ul style="list-style-type: none"> Email updated version of call list to Tech Comm 	Submitted: 9/20/11	Co-Chairs
Archival Connectivity Options <ul style="list-style-type: none"> Request clarification from DoIT to setup internal firewall structure to share via SwGI 	Submitted: 8/16/11	Barney Krucoff
ELA <ul style="list-style-type: none"> Provide list of contributing agencies to MD iMap Tech Comm 	Updated: 8/2/11	Kenny Miller

<ul style="list-style-type: none"> Provide list of contributing agencies 	Submitted: 7/19/11	
Statewide GIS Strategic Plan	Submitted: 1/4/11	Kenny Miller
ArcGIS 10 Migration <ul style="list-style-type: none"> Provide outline and pros/cons list to provide to Executive Committee (CGIS) Provide information about how long MD iMap will be down and plan for migration (CGIS) CGIS is testing implications of migration Further discussion is necessary concerning this topic 	Updated: 6/21/11; 11/16/10 Submitted: 9/21/10	Technical Committee

Application Subcommittee:		
Description:	Date Assigned:	Follow Up By:
Application Specific Services <ul style="list-style-type: none"> Facilitate a discussion with CGIS concerning potential options for map service storage and organization 	Submitted: 7/5/11	Kenny Miller
Support of StateStat Application (Capital Budget & ARRA applications) <ul style="list-style-type: none"> Graph of hours/budget of efforts to support these applications (CGIS) Provide an understanding of when support crosses from normal, budgeted attention to custodian of application needs to be charged extra because of rush charge, etc. (CGIS) 	Submitted: 6/21/11	CGIS
Application Submission Procedures <ul style="list-style-type: none"> Update detailed procedures for application creation and update Resend Application Submission Procedures draft to Technical Committee (Co-chairs) 	Submitted: 6/21/11	Technical Committee
License Agreement in regards to Code Sharing <ul style="list-style-type: none"> Brian Sivak wants applications and their code to be in the public domain and freely available for sharing Awaiting response from Kenny Miller concerning how to proceed Check with Brian Sivak for comment concerning whether to code share through MD iMap Portal or another open source repository 	Updated: 7/5/11; 6/21/11 Submitted: 6/7/11	Kenny Miller
Code Acquisition for MD iMap Portal <ul style="list-style-type: none"> Provide updated worksheet to Kenny Miller for review, after updates have been applied (Kaushik Dutta) Development Code Worksheet Generated (Kaushik Dutta) Date of Launch – add this additional column and information to worksheet (Kaushik Dutta) Work on filling in missing information (Kaushik Dutta & Kenny Miller) Meeting to be scheduled to discuss next steps Excel spreadsheet inventory being produced by CGIS and MES Actively being pursued Obtain Flex code from CGIS and MES for MD iMap-based applications 	Updated: 7/5/11; 6/7/11; 1/4/11; 12/21/10; 12/7/10; 11/16/10 Submitted: 10/19/10	Kaushik Dutta Kenny Miller
Developer Contact List	Updated:	Application

<ul style="list-style-type: none"> Submitted to Deputy GIO List to be developed Compile developer point of contact list 	<p>9/20/11; 4/5/11; 12/21/10</p> <p>Submitted: 11/16/10</p>	Subcommittee Kaushik Dutta
<p>arcgis.com My Maps</p> <ul style="list-style-type: none"> Discussion has occurred, but final decision on hold Need to consider how MD iMap services appear when pulled into arcgis.com and suggest potential changes Work with the product and come to next meeting with feedback 	<p>Updated: 9/20/11; 3/1/11</p> <p>Submitted: 2/15/11</p>	Technical Committee
<p>Rapid Application Prototype</p> <ul style="list-style-type: none"> On hold for funding availability Consider if arcgis.com will meet the majority of needs proposed for this effort Proposal updates being implemented CGIS to provide updated proposal based on comments CGIS provided proposal for review and comment CGIS to provide updated cost/hours estimate based on results of Q&A and discussion conducted during 10/19/10 Tech. Comm. meeting CGIS to provide cost/hours estimate by next Tech. Comm. meeting Obtain pricing, based on specifications of application, from CGIS and MES <p>Email has been sent out to CGIS and MES from Kenny Miller – awaiting response</p> <ul style="list-style-type: none"> Consolidate list of requirements for a rapid application deployment option (Phase 1) Email consolidated list of requirements to Tech. Comm. <p>List has been generated and is available for review</p>	<p>Updated: 9/20/11; 2/15/11; 12/21/10; 12/7/10; 11/16/10; 10/19/10; 10/5/10; 9/7/10</p> <p>Submitted: 7/12/10</p>	Kenny Miller Application Subcommittee Technical Committee
<p>Comment on Developer's portion of MD iMap Portal</p> <ul style="list-style-type: none"> Review and provide email comments to Lisa Lowe concerning developer's page that has been added to the MD iMap Portal 	<p>Submitted: 8/4/10</p>	Technical Committee

Data & Resources Subcommittee:		
Description:	Date Assigned:	Follow Up By:
<p>GIS/Archives Appraisal Questions</p> <ul style="list-style-type: none"> Distribute survey to as many municipal, county and state agencies, as possible, for potential participation 	<p>Submitted: 7/5/11</p>	Technical Committee
<p>Feedback/Requests concerning MD iMap</p> <ul style="list-style-type: none"> Check for hillshade, which can be added as map service, @ MDP Add Hillshade Service: Inquire at DNR if they have a hillshade available Add Map/Parcel ID Look-Up: Follow up with requestor (Jason Zhao – MDE) to clarify request 	<p>Updated: 10/4/2011</p> <p>Submitted: 6/7/11</p>	Jim Cannistra

“Political Boundaries” Map Service <ul style="list-style-type: none"> • MXD and data submitted by Cindy Powell at DNR • MXD modified in May 2011 • Review the “Political Boundaries” map service, determine the source and last update date 	Updated: 10/4/11 Submitted: 6/7/11	Ashley Buzzeo Brad Wolters
Eastern Shore Imagery Assimilation <ul style="list-style-type: none"> • Draft email, Portal post and tweet for notifying of these changes • Eastern Shore imagery is now on production server • Rename “NAIP” service to “Composite” service – Completed • Tweets and email message of new imagery release • Provide draft write-up of details and FAQs (Jim Cannistra) • Add new “Composite” imagery service now and phase out “NAIP” service (CGIS) – Completed • Check server space available versus need – Working w/DNR & CSSC • Cost estimate for additional storage space for new imagery – Working w/DNR & CSSC 	Updated: 10/4/11; 6/21/11; 4/5/11 Submitted: 3/15/11	Ashley Buzzeo Jim Cannistra
Point of Interest/Place Name Geocoder <ul style="list-style-type: none"> • Ashley Buzzeo will work with Brad Wolters to determine if this composite geocoder will meet these additional search criteria needs 	Submitted: 1/18/11	Ashley Buzzeo Brad Wolters
WFS Services <ul style="list-style-type: none"> • Top 10 list to be assembled during next Data & Resources Subcommittee meeting • List of enable services, email to group 	Updated: 4/5/11 Submitted: 3/15/11	Ashley Buzzeo Data & Resources Subcommittee
WFS Services <ul style="list-style-type: none"> • Agency sharing policy needed; Exec. Comm. to be consulted 	Submitted: 1/18/11	Kenny Miller Exec. Comm.
WFS Service Testing <ul style="list-style-type: none"> • Top 10 list to be assembled and MOU issues assessed • Executive Committee has requested demo at 4/27/11 meeting • Follow up concerning process testing and provide feedback to Tech Comm 	Updated: 3/1/11 Submitted: 1/4/11	Data & Resources Subcommittee
Web Mercator Data Service Projection <ul style="list-style-type: none"> • Per MES, EMMA replacement will use Web Mercator projection • Assess costs in labor and storage for creation of MD iMap data services (except imagery) in Web Mercator projection – Will determine with DNR & CSSC (lots of variables: migration to 10, etc.) 	Updated: 10/4/11; 4/5/11 Submitted: 1/4/11	CGIS
Metadata Services <ul style="list-style-type: none"> • Forward electronic list to group • Updated list to be provided by Friday, 1/7/2011 • Updated list to be provided at 1/4/2011 meeting • Remaining “offenders” actively being pursued • Resend email to “offenders” to complete metadata 	Updated: 1/18/11; 1/4/11; 12/21/10; 10/5/10; 8/3/10;	Data & Resources Subcommittee Co-chairs

<ul style="list-style-type: none"> Email resent and follow-up by Kenny Miller to occur MDP has provided metadata for all their services on MD iMap Follow-up concerning how to obtain the missing metadata for services currently being hosted on MD iMap Email sent to Kenny Agency leads from Tech. Comm. to make progress <ul style="list-style-type: none"> Direct contact of data owners A listing of services for which metadata is needed was provided. It was discussed that some metadata may not be available from the data producers. This is especially true for parcel data. Metadata at the service level will be written by MDP for parcel data to go along with the MD iMap refresh process 	7/12/10; 6/22/10; 5/18/10 Submitted: 4/20/10	
Basemap Template Upgrade/Gazetteer Service Update <ul style="list-style-type: none"> Review and provide feedback to Ashley Buzzeo (Technical Committee) Provide hours concerning clean-up, update and reaching of this layer (Ashley Buzzeo) Submit additional comments for updates to Ashley Buzzeo Obtain most up-to-date county boundary from SHA Add state and county boundaries and Interstate and US Highways for all states adjacent to Maryland and NJ Comments for changes should be sent to Ashley Buzzeo Meeting to be scheduled to discuss next steps Upgrade basemap using Esri template 	Updated: 6/7/11; 4/5/11; 1/4/11; 12/21/10 Submitted: 10/19/10	CGIS Data & Resources Subcommittee Technical Committee
Google Urchin <ul style="list-style-type: none"> CCBC has not been able to incorporate this into their workflow as planned – New plan needed CCBC has updated through March 2011 and will post on portal CCBC updating stats and will be posted to portal shortly Check with Lisa Lowe to make sure she is able to handle additional questions that might come through the contact links from the Portal page (Tech Comm Co-Chairs) Contact Ashley Buzzeo, Scott Jeffrey or Brad Davis with additional comments and clarifications needed to be included in the reports, so they are understandable to those viewing reports from the Portal (Tech Comm) Manual has been generated for extracting web analytics from Google Urchin Manual submitted for review by Technical Committee Actively working on clarifying categories to be included on report Provide categories to be included in statistical output report Categories have been provided to CGIS by GIO Meeting to address scheduled for 9/22/10 at CGIS	Updated: 10/4/11; 4/5/11; 3/1/11; 12/7/10; 11/16/10; 10/5/10; 9/21/10 Submitted: 9/7/10	GIO CGIS Technical Committee

Education & Outreach Subcommittee:		
Description:	Date Assigned:	Follow Up By:

Ramona <ul style="list-style-type: none"> • Intern hired – will provide in next few months • Send out available stats .pdf for review • Check with IT person for Ramona to get MD stats 	Updated: 10/4/11; 4/5/11; 3/15/11 Submitted: 3/1/11	Ashley Buzzeo
<ul style="list-style-type: none"> • Link to Ramona needs to be added to MD iMap Portal webpage <ul style="list-style-type: none"> ○ Embed search or have a one click link to Ramona 	Submitted: 3/1/11	Lisa Lowe Kevin Coyne
<ul style="list-style-type: none"> • Link to Merlin needs to be added to MD iMap Portal webpage 	Submitted: 12/21/10	Lisa Lowe
<ul style="list-style-type: none"> • Discuss with Broadband Team concerning functionality and code availability • Discuss adding a feedback button to MD iMap Portal webpage 	Updated: 10/4/2011 Submitted: 12/21/10	Outreach Subcommittee Lisa Lowe
Email Blast <ul style="list-style-type: none"> • Generate an email including a brief explanation of the Tech. Comm's vision and the Portal web address • Blast email to extended GIS community • Include updated Vision document 	Updated: 9/7/10; 5/18/10 Submitted: 4/20/10	Outreach Subcommittee
<ul style="list-style-type: none"> • Recruit participants • Obtain feedback concerning how to improve upon current outreach strategies • Email potential new members directly 	Updated: 5/18/10; 4/20/10 Submitted: 3/16/10	Outreach Subcommittee
<ul style="list-style-type: none"> • Proactive Marketing of MD iMap 	Submitted: 9/21/10	Outreach Subcommittee

Security Subcommittee:		
Description:	Date Assigned:	Follow Up By:
Charter <ul style="list-style-type: none"> • Generate a charter 	Submitted: 12/7/10	Security Subcommittee
Security Model <ul style="list-style-type: none"> • Provide a copy of MD iMap Security Presentation to Brian Sivak (Jim Cannistra) • Price quotes from proposal submission to be updated • Additional documentation needed to address: <ul style="list-style-type: none"> ○ Cost of Delay ○ Justification of security (limitations, efficiencies) ○ Needs Assessment to determine groups and definitions 	Updated: 6/7/11; 3/1/11; 10/27/10; 10/19/10; 9/21/10 Submitted:	Security Subcommittee

<ul style="list-style-type: none"> Schedule meeting for Friday, October 22, 2010 to formalize document and format presentation for October 27, 2010 Exec. Comm. meeting Generate detailed document and presentation for October 27, 2010 Exec. Comm. meeting Document for presentation to Exec. Comm. at Oct. meeting Demo accompanying document to Exec. Comm. at Oct. meeting In progress, to be submitted by next Tech. Comm. meeting (10/5/10) 	8/3/10	
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COMPLETED ACTION ITEMS:

Description:	Date Assigned:	Follow Up By:
OSPNEY Services – WFS enabled <ul style="list-style-type: none"> They are not WFS-enabled Check whether these are WFS-enabled and provide response 	Updated: 10/4/11 Submitted: 8/16/11	Ashley Buzzeo
Archive Data <ul style="list-style-type: none"> Working along with Tim Baker to set up presentation or discussion for 8/16/11 Tech Comm meeting Invite Tim Baker (State Archives) to next Technical Committee meeting to discuss options 	Updated: 10/4/11; 7/19/11; 7/5/11 Submitted: 6/21/11	Co-chairs
2007 – 2008 Orthophoto Metadata <ul style="list-style-type: none"> This is not available at CGIS Check availability of metadata for this data 	Updated: 10/4/11 Submitted: 3/1/11	Ashley Buzzeo
Cached Map Services <ul style="list-style-type: none"> Draft email to be sent out concerning changes to on-demand/cached services 	Updated: 10/4/11; 12/7/10 Submitted: 11/16/10	Data & Resources Subcommittee Chair
Community Mapper <ul style="list-style-type: none"> Revisit in 6 months <ul style="list-style-type: none"> How many counties were approached? How big is the hole of Maryland? State of MD will not be participating in program based on inability to sign agreement based on Esri's current terms 	Updated: 10/4/11; 10/19/10; 10/5/10; 9/21/10 Submitted: 9/7/10	Technical Committee

Introductions

Round-the-room

- OSPREY services not WFS-enabled (can't be)
 - Services only temporary at CGIS
- Public vs. Private OSPREY
 - @ MEMA or @ CGIS/MD iMap or both?
 - MEMA host services and make public, in future
 - Most of OSPREY is redundant with MD iMap
- Hosting 2nd site/fail over in another state
- CGIS infrastructure 3 years old and needs to be updated
 - Replicate
 - Cloud option
- Leave 1 set of servers in place and build up a new set and not move existing set

Future Funding:

- CSSC BRAC office getting closed down
 - BRAC office funding closes in Dec. 2011
 - Office closes in March 2012
- 1/3 of infrastructure and hosting funds and maintenance covered by CSSC BRAC
- Discussing future options
- Does CSSC want equipment back? → checking into this
- Equipment has DNR tags and Harford County tags also
 - Discussion about whether equipment needs to be removed from CGIS
- Talking with BMC (1/3 cost transfer to BMC?) → rely on Grants & federal funding
 - myReGIS application extended to include BMC jurisdictions
 - another meeting in 2 weeks
- Gifting to a participating partner is written into original myReGIS project agreements
- \$200,000 ends in December 2011 – Can this be held over to 2012 (maybe February)?
- Jan 1, 2012 – June 30, 2012 – another \$200,000 dedicated to MD iMap
- Don't expect new funding from the state until July 2012 (FY)
- Might help expand vision back out to regional, local and county agencies
 - Change Exec. Order to open this up
 - Refocus from basemap to core layers
- Action Item: Provide funding report @ next Exec. Comm. Meeting (10/26/11)
- Spend remaining down
- What to carry over?
- Prioritizing tasks from all groups
- 3 Prospectives: (CGIS, Tech Comm & DNR)
 - CGIS: Housekeeping & Maintenance
 - § Add service description to map services (CGIS – housekeeping example)
 - Even basic, who created, why created
 - In REST protocol and metadata
 - § Action Item: Add "Update frequency, "Last updated" and "WFS-enable: Y/N" in Data Submission Policy

- Tech Comm
 - § Update imagery service
 - § Update missing tiles
 - Lines still showing up
 - § Action Item: Hillshade → MDP to check for one (Jim Cannistra)
 - § MTA Routes & Stops map service added
 - Add local routes and stops
 - New grant being applied to get all into Google Transit
 - § Related to 211 (service & transport)
 - GIS data would also be good to obtain
 - WFS-enabled services
 - § Google Urchin Stats
 - CCBC has not been able to add into curriculum
 - Need another way to extract and filter stats
 - Monthly tracking was ideal
 - Last updated in early 2011
 - Thru Sept 2011, CGIS intern working on this and tracking hours
 - Monthly thru Sept 2011
 - Currently over-reporting?, under-reporting? – assess once completed
 - Total hits on SDE stat was good at D.C.
 - Going up shows progress
 - § 18 framework services in D.C. – on website
 - Use primarily/keep constant and reliable
 - Custom services aren't as reliable to program against because based on specific application or specific agency
 - Consolidate layers being used on applications, multiple applications
- DNR

WFS:

- Tested and works
- Download from map service
- Duplicated layer in .mxd won't allow for WFS-enabling
 - List of map services which can/can't be WFS-enabled
- 2 staging instances (v.9.3.1 & v.10)
 - Migration stands up services @ v.10
 - Moving system to v.10 in next few weeks
- Issues @ v.10
 - Special character in TOC layer name: WFS makes services unavailable
 - Address locator doesn't work @ v.10 with v.9.3.1 SDE database
 - § SDE @ v.9.3.1
 - § File or personal geodatabase works @ v.10
 - Clarify how to access and utilize geocoding via MD iMap (Portal – post instructions)
 - Get Salisbury team involved with locator (issues brought up by Salisbury group)
 - § MD geocoder results not as accurate @ v.10 as publicly available geocoders
 - Lower % of hits
 - Level of accuracy in question

- How would we get feedback to counties to improve their data?
- Can we provide added value then Google, Esri, etc.?
- Can we provide updates to a company & get something back (NavTech, etc.?)
- § MDPV points with account and address > release outside MDPV product
 - Geocoding file for geocoding released each year

○ Feedback system

§ Action Item: Discuss with Broadband Team

- WFS capacity to serve it isn't a concern
 - Each agency, each service choose Yes/No
 - Tack downloads – future consideration/is this possible?

ELA – Centralized License Server:

- On its way
- Working to setup SwGi to only allow access to ELA participants
 - Block ranges of ineligible participants/IP filtering required, getting resistance
 - Working on alternate solution with DoIT & Agency IT departments
 - Original plan not accepted
 - Technical vs. policy solution
- Some not on SwGi, but on ELA à need to close this gap

Services:

- Need to remove some services
- “NAIP” replaced by “Composite”
- 2007 Parcel points service to be shut off
- Action Item: Provide tweet wording to be sent out regarding parcel points map service (Jim Cannistra)
- Action Item: Message email, portal & tweet à 30 day countdown
- Do we check each application on MD iMap for those that might be effected?
 - Check configuration files
- Basemap under review by Broadband team
 - Parks, military bases have been removed
 - Needs to be annotated to avoid labels being cut in half at tile boundaries
 - § Discussing with BB team to get funding and students to fix it
 - This basemap for layering rasters – “simplified basemap”
 - Is this a lesser product than we have now?
 - § Should we put it out anyway?
 - Separate annotation layer being used by Esri
 - § Canvas, unique service

Action Item: WGS basemap from MEMA/OSPREE effort (Ashley Buzzeo)

- SHA removed clause to share data with Community Mapper
 - Agreement couldn't be signed previously
- Data can't get from state, use NavTech
 - Parcel information at large scale, not available

ArcGIS 10 Migration:

- Testing
 - Going well
 - Comparing v.9.3.1 to v.10
- Migrate other staging server, than production server...
 - Technical writer documenting process
- Domain migration will trigger SDE v.9.3.1 to v.10
- ArcGIS v.10 Service Pack 3 Release: October 2011

- Add DHMH service links to MD iMap catalog
- What agencies have GIS, but aren't participating in MD iMap?
- What agencies don't have GIS, but should be convinced of its use/need?

SHA Basemap:

- Black and white basemap available for sharing
- Will need to be recached in NAD 83 State Plane Meters (currently cached in NAD 83 State Plane HARN Feet)
 - Action Item: SHA (Erin Lesh) and Ashley Buzzee to connect about sharing this resource and reaching
- Annotation from this basemap might prove useful in developing annotation layer for MD iMap Gazetteer map service

CAD Users:

- AutoCAD and Microstation users can consume WMS map services
- Provide links to instructions of how to bring WMS map services into AutoCAD or Microstation on MD iMap Portal?
 - Keeping the links up-to-date is a concern
 - Recommend linking to software sites, perhaps instructions which are available on these sites

-END MEETING-